



Programme on

IMPROVING WORK CULTURE

December 14-16, 2009

INTRODUCTION

A study by a McKinsey team that analyzed upward of 100,000 questionnaires to uncover the practices of 400 business units in 230 companies around the world found that an environment that encourages openness, trust, and challenge (culture) was critical to organizations that performed well.

When organizations have positive work culture, even employees with average skills give high levels of performance. And outperforming employees get noticed and rewarded. Therefore building a positive work culture benefits both organizations and employees. Conversely, when the work culture of an organization is not conducive, then the best structures, systems and policies do not help in ensuring high quality performance. In extreme conditions, “bad” work culture often leads to violence, thefts, sabotage, deliberate wastage and other forms of aberrant behavior.

OBJECTIVES

- ▶ To enable participants to understand the complexities involved in improving work culture.
- ▶ To enable participants to hone some of the skills involved in improving work culture.

CONTENTS

- ◆ Constituents of Work Culture
- ◆ Role of Leadership in encouraging openness, trust, and challenge
- ◆ What do leaders / managers do to Improve Work Culture?
- ◆ Factors affecting Work Culture
- ◆ Do systems and work practices matter?
- ◆ Creating Culture for High Performance

METHODOLOGY

The main thrust would be on BS techniques. In addition, there would be Case Discussions, Exercises and Collaborative Tasks.

WHO SHOULD ATTEND

- ◆ Top management whose primary responsibility includes improving work culture of their organization.
- ◆ Senior managers who struggle to improve the work culture of their departments/units to achieve high performance.
- ◆ Any operating manager who wishes to improve his skills and attributes in Improving Work Culture.

Organizational Sponsorship is essential.

VENUE

The Programme is fully residential and the participants will be accommodated in single air-conditioned rooms in the Bella Vista or the College Park Campus of the College at Hyderabad. The College does not provide accommodation for the family. Transport between Airport/Railway Station and Campus will be arranged by the College.

DURATION

The programme duration is from **Monday, December 14, 2009** to **Wednesday, December 16, 2009**. The participants are expected to arrive a day before the commencement and may leave after the conclusion of the programme.

PROGRAMME FEE

Rs. 19,000/- (US \$590 if foreign) plus Service Tax @10.30% per participant will be charged to cover tuition, board and lodging, courseware and other facilities of the College including Internet usage. Local participants not availing hostel accommodation will be given a discount of Rs. 1,000/- per day for the duration of the programme.

A concession of ten per cent is given to the second nominee and onwards. A ten per cent concession is also given to a woman participant, either as a lone nominee or by treating her nomination as a first nominee in a group of nominations.

The College is exempted from Income Tax, and hence TDS should not be deducted.

LAST DATE FOR NOMINATION

The nomination form duly filled in along with the Demand Draft made out in favour of "**Administrative Staff College of India**" payable at Hyderabad should reach the **Programmes Officer** by **November 30, 2009**.

LAST DATE FOR WITHDRAWAL

December 7, 2009. Any withdrawals after this date will entail forfeiture of fee paid.

ASCI ALUMNI ASSOCIATION

Participants of College Programmes will automatically become members of ASCI Alumni Association

CERTIFICATE OF PARTICIPATION

The College issues a Certificate of Participation on conclusion of the programme.

Programme Director

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